

**NORTH DAKOTA INTERAGENCY COORDINATING COUNCIL
MEETING MINUTES
JUNE 3-4, 2004
PIONEER ROOM, STATE CAPITOL
BISMARCK, NORTH DAKOTA**

PRESENT

ReNae Bearking
Peggy Crane
Tammy Gallup-Millner
Gene Hysjulien
Bill Lardy
Roxane Romanick
Angel Spottedhorse
Shawn Stettner

ABSENT

Richard Brown
Paul Burckhard
Kari Chiasson
Virginia Cleveland
Ramona Gunderson
Bernard Hoggarth
Jeanette Kolberg
Linda Rorman
Jolene Sjostrom

STAFF PRESENT

Deb Balsdon
Connie Haag

Chairperson Peggy Crane called the meeting to order at 1:00 PM on June 3. A quorum was not present.

TOPIC: **March 4, 2002 Meeting Minutes**

ACTION: The motion on page 2 to support Parents as Trainers project was amended to support the Family to Family project. On page 3 the word gather on the second line was amended to the word review. The minutes were approved as amended.

TOPIC: **Parents as Trainers Project**

DISCUSSION: Deb reported that Part B is considering funding half of the pre-service piece of the Parents as Trainers Project. Courses that have been funded at 100% for three years will be asked to obtain 50% of their funds from other sources.

TOPIC: Family to Family Network

DISCUSSION: A fee-for-service contract has been developed for thirty matches for July 2004 through June 2005 at \$460 per match.

TOPIC: Natural Allies

DISCUSSION: The goal of Natural Allies is to create an environment which is inclusive for all children. The North Dakota team for Natural Allies attended an intensive institute in North Carolina last August, at which they developed a State Plan to implement a number of measures including higher education consortiums, the development of early learning guidelines and enhancements to the Parents as Trainers project. On June 9, a group of 25 people in Head Start, childcare, general education, special education, higher ed and early intervention will meet to begin the process of developing early learning standards for children birth through 8 years.

TOPIC: Tribal Liaison

DISCUSSION: A contract has been renewed for Tribal Liaison activities to support and coordinate quarterly tribal and state meetings. The meetings rotate between the four reservations. Issues being addressed include: childfind, increasing service options, identifying unmet needs and improving communication between tribal and state entities.

TOPIC: Opening Doors

DISCUSSION: Seven proposals from three regions have been received in response to the Opening Doors RFP. The purpose of the grants is to open doors to opportunities in communities for families with infants and toddlers with developmental delays or disabilities.

ACTION: Deb will work with grantees. This Opening Doors Request for Proposals will be published again this fall.

TOPIC: Right Track

DISCUSSION: Ten Right Track contracts have been developed for the next fiscal year (July 2004 through June 2005.) The scope of

service in each contract starts that if performance outcomes are met, the contract could be continued for up to five years. A new provider will be providing Right Track services in one region (Northeast). We still have a contract for Right Track services with only one reservation.

TOPIC: **NDICC Website**

DISCUSSION: The Council discussed a CD with family stories for families with children with disabilities. The CD should also have information on accessing the internet and be available at local libraries. Development of the CD could be worked into the ChildFind marketing plan. A bid has been submitted through the state Information Technology Division for modifications that will make the early intervention web site more user friendly.

TOPIC: **Federal Interagency Coordinating Council (FICC)**

DISCUSSION: Angel Spottedhorse has been appointed to the FICC.

TOPIC: **Budget**

DISCUSSION: Deb Balsdon discussed the FFY 2001 through 2005 Part C budgets. FY 2003, 2004 and 2005 budgets have been proposed, but an official budget isn't available at this time.

ACTION: Copies of budget charts will be included with these minutes.

TOPIC: **Regional Interagency Coordinating Committee Meeting**

DISCUSSION: The Council discussed support for parents serving on regional advisory committees, the connections between RICCs and the state ICC, and the role of RICC's in the development and monitoring of regional Quality Improvement Plans.

ACTION: A video conference will be held in August with RICC's to determine what support they need.

TOPIC: **Early Intervention Services Sub-Committee**

DISCUSSION: Roxane reported that the Parent Transition Workbook workgroup met prior to the last Early Intervention Services Sub-committee meeting. The workbook has been drafted and will continue to be revised prior to it being published after the Joint Transition Guidelines are developed with the Department

of Public Instruction. In addition to transition issues the sub-committee also addressed issues regarding the referral of infants and toddlers with substantiated abuse or neglect to early intervention services, required through the Child Abuse and Prevention Treatment Act (CAPTA)

ACTION: The Council would like an update at the September meeting regarding the referral process of infants and toddlers with substantiated abuse or neglect.

TOPIC: **Priority Areas**

DISCUSSION: Deb distributed copies of the five priority areas the Council had identified for this year. The areas are collaboration, communication, funding, early intervention services, and IDEA reauthorization.

ACTION: The Council will review these areas at the next meeting and identify priority areas for the next year.

TOPIC: **Part C 2002 Annual Performance Report**

DISCUSSION: Action steps to the current annual performance report were discussed. Deb reviewed the five cluster areas, which are general supervision, comprehensive ChildFind system, family centered services, early intervention services in natural environments, and early childhood transition. Deb showed the Council a timeline of tasks to be completed by their deadlines.

TOPIC: **Fall Family Connections Conference**

ACTION: The Council recommended that mental health issues for infants be added as a session in the fall Family Connections Conference, as well as what screening tools are available.

TOPIC: **Next Meeting**

DISCUSSION: The next meeting will be held in September in Bismarck. Agenda topics may include:

- Early Intervention Data including children under the age of one, average caseloads for Case Management and Infant Development staff
- Results of Regional Quality Improvement Plan Review
- Recommendation from RICCs regarding needed support

- Report on Healthy North Dakota Early Childhood Alliance
- Information regarding the role of parents in a natural learning opportunities/routines based early intervention model

The meeting adjourned at 12:00 PM.